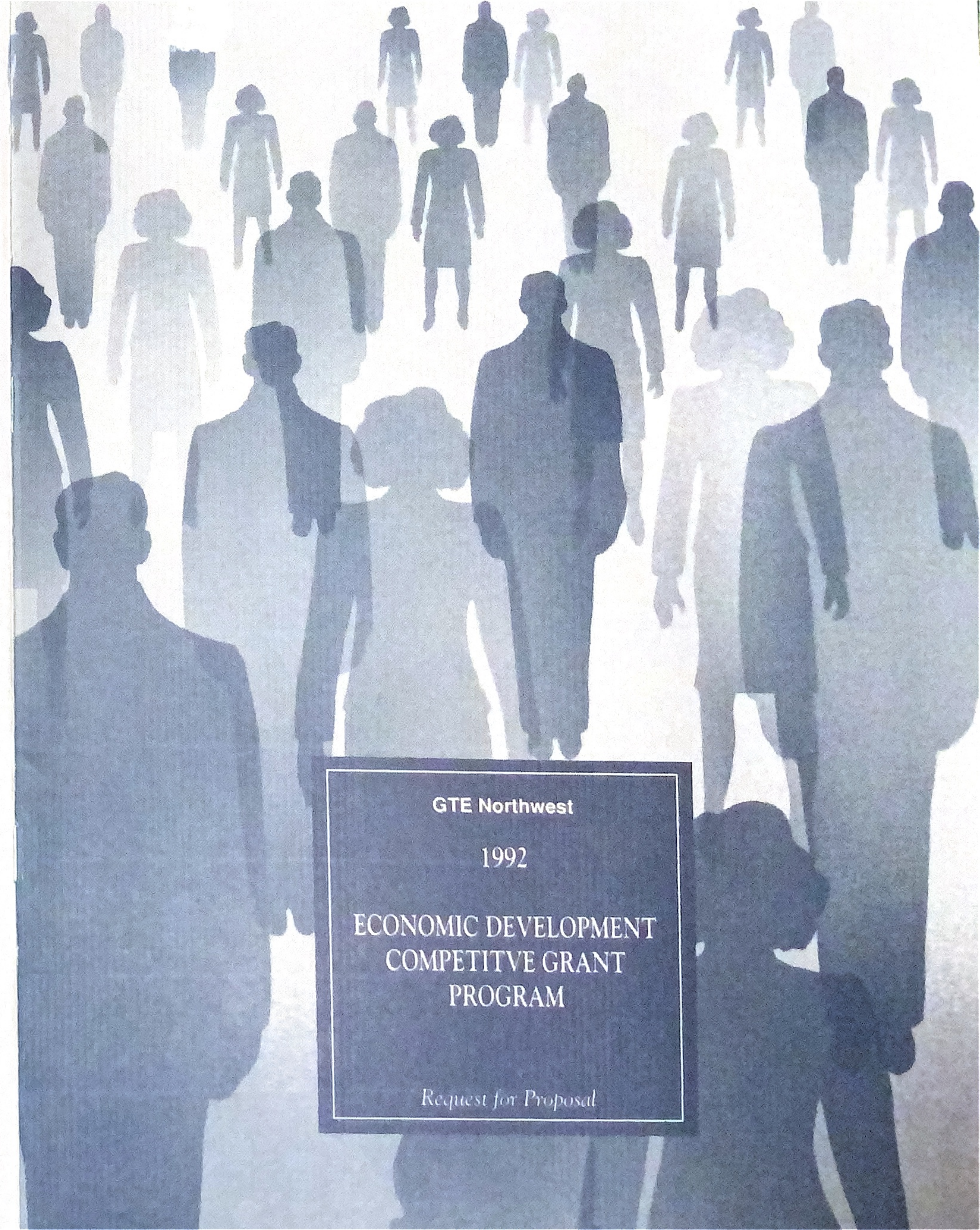




GTE Northwest

1992

ECONOMIC DEVELOPMENT
COMPETITIVE GRANT
PROGRAM

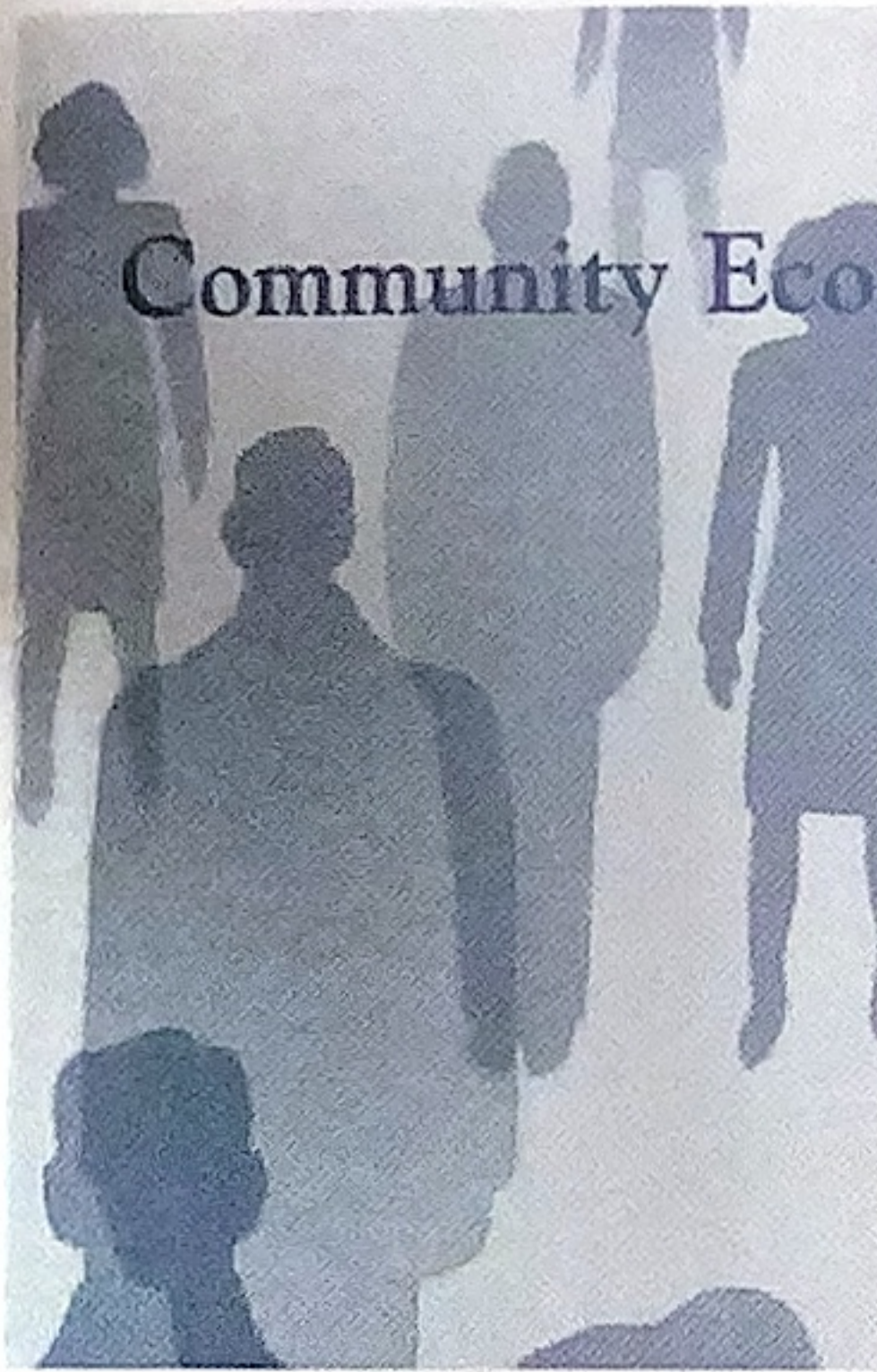
Request for Proposal

In the 1990s, community growth and development will be at risk in a fiercely competitive global economy. GTE Northwest's main economic development responsibility is to provide a high quality telecommunications infrastructure and service for all organizations and households located in its serving communities. GTE is committed to ensuring that its network is well positioned to support the economic growth of its communities into and beyond the 21st Century.

Supporting economic development is a primary goal and is important to the continued growth of both GTE and the communities it serves. GTE's involvement in economic development begins with the belief that greater economic vitality means a higher standard of living, increased community wealth, and more choices for people.

In addition to GTE's main responsibility of providing telecommunications infrastructure and service, GTE participates selectively in economic development programs conducted by government and community groups within its service communities. Following an extensive evaluation and planning process two years ago, GTE Northwest established the Economic Development Competitive Grant Program.

The purpose of the Economic Development Competitive Grant Program is to assist local communities with projects and/or programs offering tangible community results that enhance the economy of the area. The GTE Northwest Competitive Grant Program is a flexible source of competitive funding for community economic development projects with measurable goals. This year the Competitive Grant Program is divided into two funding programs. The *Community Development Fund* and the *Technology Based Economic Development Fund*.



Community Economic Development Fund

Projects that qualify for the general economic development fund are community development projects that relate to:

- organizational development;
- strategic planning; or
- implementation strategies.

Examples of projects that would qualify for this program include:

- community based preparation of long-range strategic plans for regional economic development;
- business incubators;
- creation of technical assistance programs supporting new and small business;
- job development programs; and
- business recruitment programs.

Funding requests of up to \$15,000 will be considered.



GTE Technology-Based Economic Development Fund



GTE Northwest has developed a fund for technology-based economic development projects. Projects that qualify for the technology-based fund must:

- involve creative use of new technology to support economic development; and
- emphasize telecommunications-intensive economic activity.

Examples of projects that would qualify are:

- economic development projects/programs that lead directly to the incubation or growth of business and other institutional facilities which use above-average amounts of telecommunications services, as measured by the amount of calling or by the number of telephone lines used; and/or
- economic development projects/programs that demonstrate their ability to assist technology transfer.

Funding requests of up to \$10,000 will be considered for this fund.

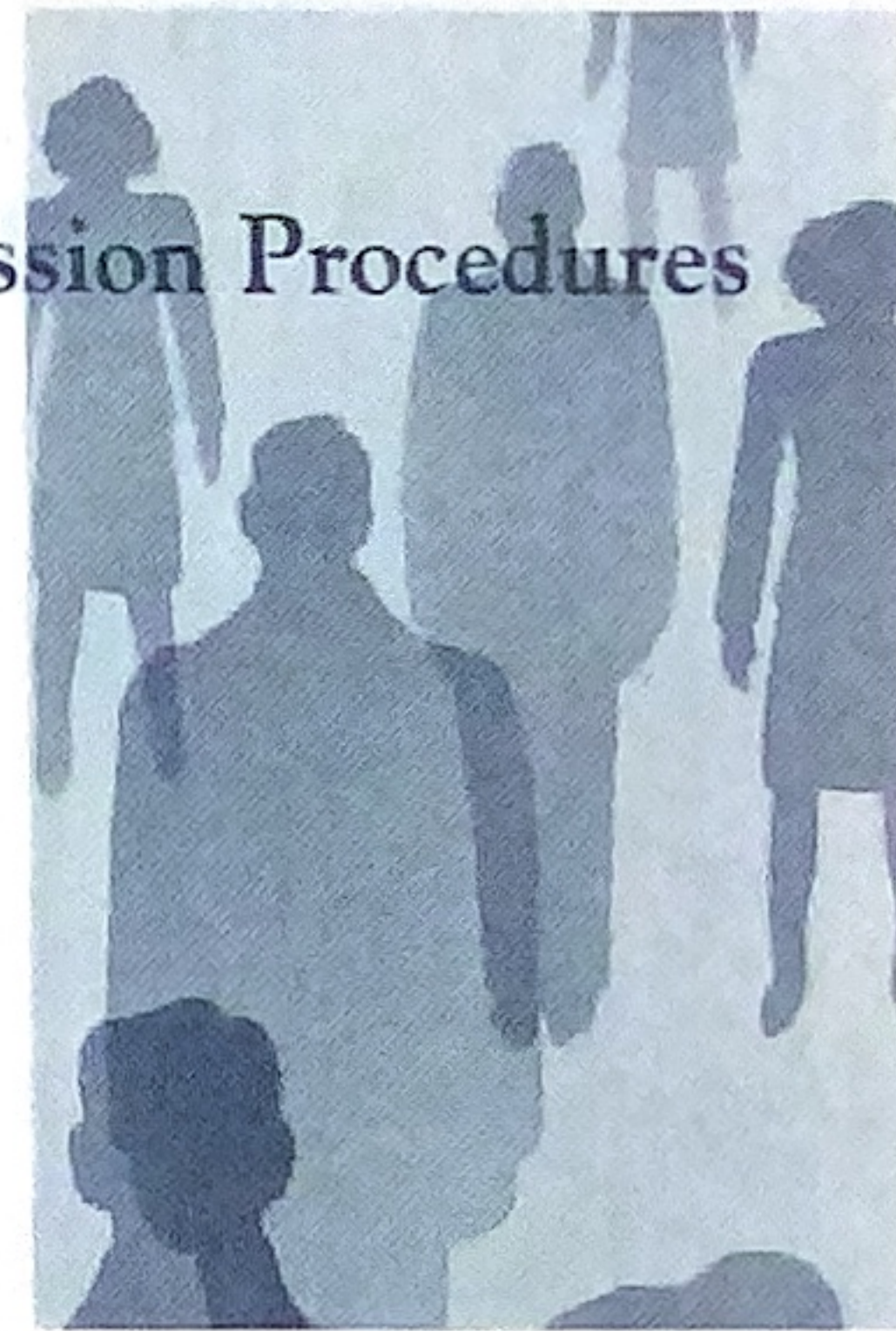
Under each of the two funds, favorable consideration will be given to those community economic development programs that:

- A. have long-term community impact;
- B. have community support for the project;
- C. demonstrate a cooperative and/or collaborative effort for the project; and
- D. leverage GTE's contribution with other community contributions.

Local economic development organizations, Chambers of Commerce, or other community organizations involved in economic development within GTE Northwest's service territory are invited to submit proposals. Every project proposal must demonstrate participation by a cross-section of the local economy (examples include business, labor, public agencies, not-for-profit organizations, etc.)

Proposals will be evaluated by a team of GTE Northwest personnel and economic development professionals from throughout the region. Recommendations for funding should be submitted to the director of GTE Northwest's Economic Development Programs, Linda Gainer, for final decision.

Proposal Submission Procedures

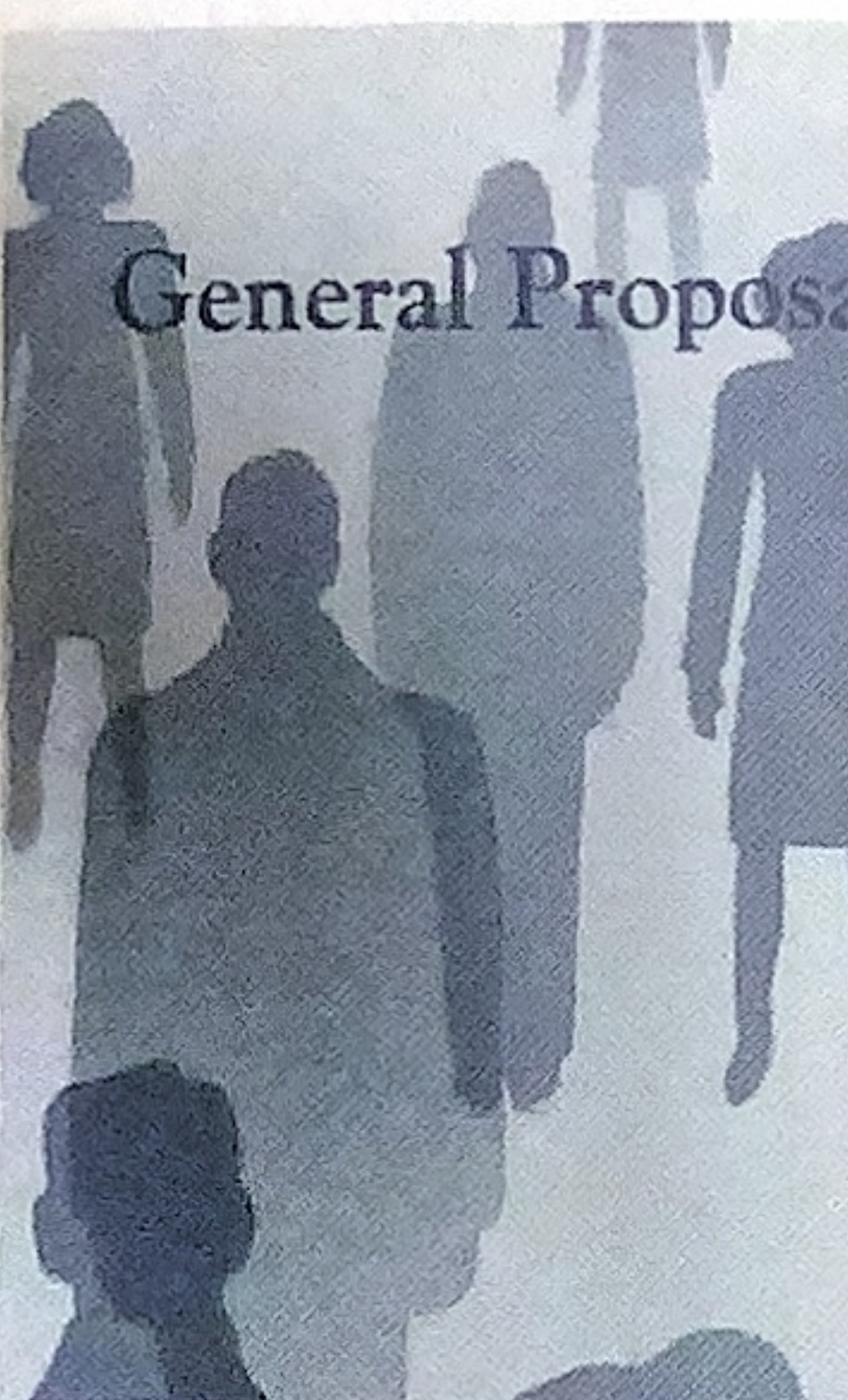


The deadline for submitting proposals to GTE Northwest is October 12, 1992 at 5 pm. Applications submitted must be received at GTE Northwest headquarters in Everett, Washington by the deadline. No consideration will be given to applicants arriving after deadline. The essential procedures for preparing a CGP application are as follows:

- The proposal must include:
 - A. Name and address of applicant organization
 - B. Contact person and telephone number
 - C. Legal status of organization and tax identification number
 - D. Indication of fund program applying for
- Submit five complete proposals, one containing original signatures to:
 - Linda Gainer
 - Economic Development
 - GTE Northwest
 - P.O. Box 1003, MS0105PA
 - Everett, Washington 98206
- Exhibits accompanying the proposal should not exceed 10 pages.

Applicants are encouraged to submit all letters of support for the project as part of the proposal.

If you have any questions or need additional information, please call Debbie McCabe, (503) 250-0915.



General Proposal Instructions

The Competitive Grant Program proposal should consist of a program narrative and a project budget.

The Program Narrative Section is meant to assist in the development of the CGP Proposal. There are four parts to the narrative portion of the proposal.

PART A. Problem/Opportunity Statement

PART B. Goals and Objectives Statement

PART C. Scope of Work

PART D. Evaluation Statement

The Project Budget Section contains a form delineating the use of funds by line item and the source of funds to be used for each item. A Narrative Budget Description, which describes the assumptions behind your revenue and expenses, is also required.

Proposals should be returned to GTE Northwest in the following order:

I. Cover letter with:

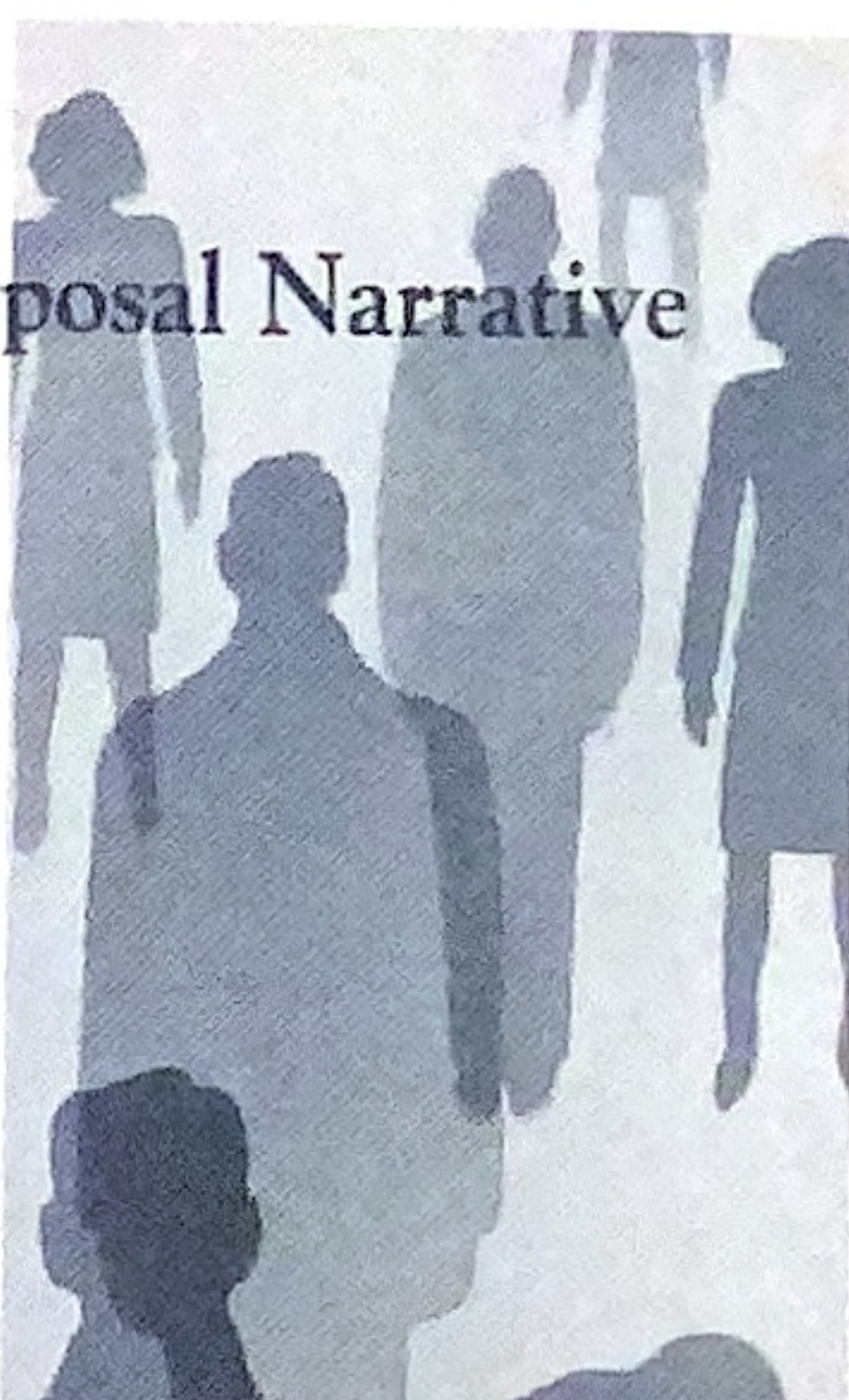
- A. Name & Address of applicant organization
- B. Contact person & telephone number
- C. Legal status of organization & ID number

II. Program Narrative

- A. Problem/Opportunity Statement
- B. Goals & Objectives Statement
- C. Scope of Work
- D. Evaluation Statement

III. Budget Section

- A. Budget Narrative
- B. Line item budget form



Proposal Narrative

PART A. Problem/Opportunity Statement

Purpose:

The Problem/Opportunity Statement is a general statement that explains overall context of the proposal. It pertains to general conditions which the applicant desires to change or create. It also establishes a context for the information of goals and objectives.

Requirements:

The Problem/Opportunity Statement should:

- A. Identify the problem, need or opportunity the proposal seeks to address. What is its size and scope? Is it local in nature, or regional? Does it impact a specific sector of the economy? Are the effects seasonal or cyclical?
- B. Determine who is most affected by the problem, opportunity or need and how severely they are affected. Where possible, quantify and qualify who and how people are being affected and cite sources.
- C. Explain the long-term consequences of no action.
- D. Identify other existing local economic development organizations in your area and what their position is relative to the problem. Is there local agreement that the problem is described as a priority? What process is used to determine local economic development priorities? How does this problem rank compared to other local needs?

PART B: Goals and Objectives Statement

Purpose:

The Goals and Objectives Statement is used to indicate the degree to which the applicant intends to impact the identified problem or opportunity.

Requirements:

The Goal Statement should describe the general condition you would like to see exist.

The Objective Statement should describe what needs to happen before the described goal or goals can be achieved. The objectives should include:

- A. A description of the steps that are essential to achieving the goal.
- B. A time frame in which they are to be carried out.

PART C: The Scope of the Work

Purpose:

The Scope of the Work serves as the action plan for achieving the objectives described in the previous part of the narrative. Information from this part will be used to determine if the project is well thought out, organized, and planned in logical sequence.

Requirements:

The Scope of the Work should:

- A. Briefly explain what the project will accomplish and how. Why is this the most important approach?
- B. Explain what end product or products will result from the project.
- C. Indicate the people/organizations responsible for carrying out the action. Why are they most appropriate for the jobs? Who else may be involved in carrying out the action?
- D. Identify the stakeholders in the outcomes of the project and how they will contribute to or be involved in its implementation.
- E. Explain if there are other projects or previous projects related to this project.
- F. Indicate if GTE Northwest has previously been involved in related projects in your area.
- G. When will the project begin? What is the length of the project?

PART D: Evaluation Statement

Purpose:

The Evaluation Statement is a description of how you plan to monitor and evaluate your project performance and progress.

Requirements:

The Evaluation Statement should:

- A. Describe your project evaluation plan. Include when you will monitor progress and performance and how you will determine whether you are on track.
- B. Identify who will be responsible for monitoring and evaluating and who will determine whether changes need to occur.

Purpose:

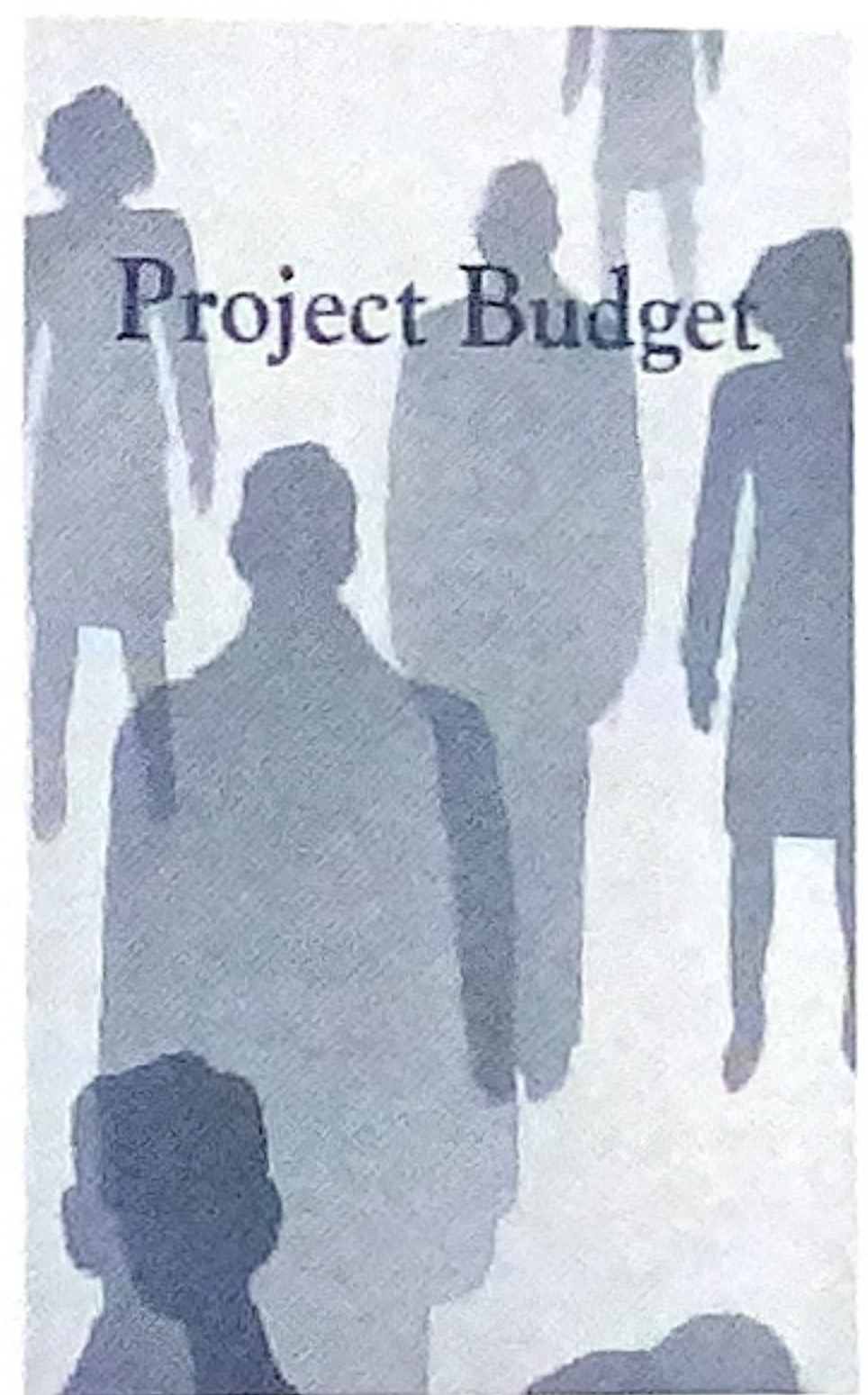
The Budget Section of the proposal serves to identify line-item cost estimates for the proposed project, describe how the budget was determined, explain efforts to secure matching resources, and identify sources of funds for the project.

Requirements:

The Line Item Budget should delineate local cash or in-kind monies for expenditures, GTE Northwest monies needed for expenditures, and total expected expenditures.

The Budget Narrative should:

- A. Give a brief description of each of the line items;
- B. Explain how you determined the costs identified on your line item budget are necessary and appropriate;
- C. Identify why potentially available funding sources are either included in the proposed budget or the reasons why they are unavailable.





ECONOMIC DEVELOPMENT

COMPETITIVE GRANT

PROGRAM

September 11, 1992

Dear Respondent:

GTE Northwest is pleased to release the 1992 Economic Development Competitive Grant Request for Proposal (RFP). The Economic Development Competitive Grant Program is a flexible source of competitive funding for community economic development projects that produce measurable results.

GTE believes continued involvement in economic development creates greater economic vitality. A stronger economy means a higher standard of living, increased community wealth and more choices for people. The Economic Development Competitive Grant Program allows GTE to assist local communities with projects and/or programs that enhance the economy of their area.

New to this year's program is the Technology Based Economic Development Fund. A small portion of the Competitive Grant Program has been earmarked for technology based economic development projects. Projects that qualify for this fund must involve creative use of new technology to support economic development and emphasize telecommunications-intense economic activity.

As in last year's program, proposals will be accepted from any community economic development organization within GTE's service territory. We have worked to make this process a simple and straight-forward one. The intent of this process is to allow smaller communities with limited resources the ability to answer the RFP in an uncomplicated, direct fashion.

I look forward to your community's proposal and the opportunity to become strong active partners in developing your community's future.

Sincerely,

A handwritten signature in dark ink, appearing to read 'Linda L. Gainer', is written over a light blue horizontal line.

Linda L. Gainer

Public Affairs Director - Northwest

